

WORONI

Meeting: 14 January 2023		
Meeting Venue:	Zoom	
Meeting Opened:	6:32pm	
Meeting Closed:	6:56pm	
Present:	Rose Dixon Campbell, Matthew Box, George Hogg, Jasmin Small, Indy Shead, Virginia Plas	
Minutes:	George Hogg, Jasmin Small	
Apologies:		
No.	Item	Action Items
1	Acknowledgement of Country	Rose
2	Previous action items	Humans of Canberra - no update since last discussed on 24.11. I had a meeting with Zair to catch him up on everything but nothing has happened since. No contact from Saad. Oskah has stopped contributing to the page. Rose: Will reach out to Zair
Standing Items		
3	Approvals	News articles. Indy: Content approvals coming soon Rose: That'll be a big one. Do it quickly so Jasmin can get started.

4	Finance Update	<p>Business Transaction Account: \$41,965.12 Business Online Saver: \$151,446.39 Term Deposit: \$60,000</p> <p>Recent Expenditure: \$3,827.45 (incl. delivery and GST) for tote bags Upcoming Expenditure: \$2092.50 + delivery + GST for caps</p>	
5	Management Update	<p>Social media: Nothing really going on. Will be checking in with Brianna soon.</p> <p>Rose: Brianna accepted her offer, she's now social media manager.</p> <p>Photography: Nothing really going on. Will be checking in with Chris and Oskah soon.</p> <p>Rose: See what they can do with Open Mic and O-Week in general. Both have accepted their contracts.</p> <p>Oskah was elected president of IAC. He is going to try and see if he can balance this with SP. A good way for us to support both photographers would be by flagging early what content you will need.</p> <p>Events: We have started our fortnightly meetings, once uni timetables are confirmed we will hopefully have a set day and time each fortnight. Working on the open mic night. Waiting for some communication from Kambri Operations regarding our power requirements for mics, speakers and lights - this may end up incurring some cost, will keep board updated.</p> <p>Website:</p>	

		We are making headway, emails flying back and forth everyday.	
6	Portfolio Updates	<p>Content: All articles have been finalized. Very close, only 2 or 3 that Indy is chasing up. Starting to make the CAD. A few outstanding things, aiming for Monday. It's going well, quite a few articles.</p> <p>Indy is going to do an event approval for Mag Launch soon.</p> <p>For missing content, put a note. Someone has made a crossword.</p> <p>Art:</p> <p>Don't have a lot on at the moment. Artists are going to start next week once content is in.</p> <p>News: Alex is absent</p> <p>Radio: Also not much going on. Nat Johnstone as executive producer maybe? Currently has one person for Open Mic</p> <p>TV: Don't have much. Next week I'm going to start the hiring process. Talk team into entering a film festival</p>	
Meeting Items			
7	Saad FOI	Saad FOI'd the email we sent to Justin Barker of the Youth Coalition regarding his award for Outstanding Contribution to Young People. He has not sent me any more correspondence since and we have replied confirming that we will provide the requested documents. As	

		much of the information pertains to Oskah, we will be redacting those sections at his request.	
8	Saad Removal Process	Need statements for grievances and disputes panel.	Send Matthew your statements
9	Board Retreat	Please see itinerary.	
10	MoUs	Please everyone remember to get your sub-editors to sign their MoU and update the spreadsheet I shared in board resources. I will start sending emails to anu security to get newbies office access but only if they have signed MoUs!	
11	O-Week preparations	<p>Open Mic night - we are in the process of sourcing acts and once they are confirmed we can begin promotions. We have managed to book the amphitheatre which is great. We're also thinking about having an open-open mic section which we will distribute EOIs for once the musical acts are confirmed.</p> <p>Mag launch? Probably at the food co-op, no DJs.</p> <p>Hopefully only one shift for market day (try keep wednesday 15th feb 10am-4pm free)</p>	
12	Hiring	We will try to do a semi co-ordinated hiring push - this will allow us to get the best value for money in terms of social media spends. I propose we begin the round on the 6th of February (1 week before o-week) at the latest and end it on the friday of o-week (17 February).	Rose to make page on website

		<p>You guys will be free to do interviews while the hiring round is still open as necessary.</p> <p>I will create a single page on wordpress that will link to all of your hiring forms. If you need help creating these forms ask myself or someone else who has done it before. Either everyone can supply me with the info I need to flesh out the page, or you can each put it in yourselves. I will get back to you once I have made the page and we can set some deadlines then also.</p> <p>Myself and Brianna will co-ordinate much of the content for facebook and instagram, however if you have any ideas or want to get involved let me know.</p>	
13	Matthew COI Declaration	Matthew starting a new job at the High Court from the 23rd of January, to be added to the COI page on the website.	Matthew add COI on website